

# Detailed System Design

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## VCC Vendor Customer Creation Interface – V 6.0

<b><i>Version/ Review Date</i></b>	<b><i>Brief Summary of Changes From Prior Version</i></b>
Version 1.0 09/04/03	<ul style="list-style-type: none"><li>▪ Original to Departments</li></ul>
Version 2.0 03/25/04	<ul style="list-style-type: none"><li>▪ Page 14 : TIN and TIN Type have changed from Required to Conditional</li><li>▪ Page 14 : Updated NewMMARS Notes to say: If ORG_TYP = 1, then TIN_TYP must be 2</li><li>▪ Page 23 : STR_2_NM is not a required field</li><li>▪ Page 27 : BPRO_CD, DEPT_CD, UNIT_CD and BILL_TYP are required for a Billing Address in the VCC_DOC_CUSTACC component</li><li>▪ Page 41 : Updated examples</li></ul>
Version 3.0 04/19/04	<ul style="list-style-type: none"><li>▪ Page 27 : BILL_TYP is not a required field for a Billing Address in the VCC_DOC_CUSTACC component; the BILL_TYP is inferred from the BPRO table</li></ul>
Version 4.0 05/06/04	<ul style="list-style-type: none"><li>▪ Page 27 : When creating a vendor with multiple addresses that are the same, enter the same AD_ID for each set of unique addresses. If the procurement, payment, and billing addresses are the same, enter AD001 as the AD_ID for each address component. If the procurement, payment, and billing addresses are different, there is no need to enter this element. The system will assign unique address types to each address component.</li><li>▪ See Page 49 for an example of similar procurement and payment addresses and a different billing address</li></ul>

	<ul style="list-style-type: none"> <li>▪ Page 24: For each AD_TYP, one of the address must be selected as the default address type.</li> </ul>
Version 5.0 06/11/04	<ul style="list-style-type: none"> <li>▪ Page 23: The size of the field (<b>DIV_DEPT</b>) is changed from 60 characters to 30 characters.</li> </ul>
Version 6.0 07/29/04	<ul style="list-style-type: none"> <li>▪ Page 25: Added data element <b>CNTAC_NO</b>. <b>PRIN_CNTAC</b> and <b>CNTAC_PH_NO</b> were optional fields. Now they are required.</li> </ul>

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# **1. Overview**

## ***1.1. Document Definitions and Naming Conventions***

This section describes/defines the DTD naming conventions applied in this document.

### **Transaction Layout Definitions**

- Attribute – The name of the data element in the database, as well as the name of the XML tag.
- Caption – The label on the User Interface that defines the data element.
- Description – A textual description of the data element.
- R/C – Required/Conditional. Required specifies that the data element is required by the interface for the transaction to successful submit. Conditional means that specified conditions must be adhere to by the interface for the transaction to successful submit.
- Type – The data type of the data element.
  - VarChar – Variable Character text. Alphanumeric data.
  - Byte – Unsigned character.
  - Char – Character. Fixed length alphanumeric text, required to meet the exact specified size.
  - Date – Date Format YYYY-MM-DD
  - Decimal – Numeric value with a specified decimal position (9,3) = 999999999.999
  - Boolean – True/False. True conditions = “true”, False conditions = “false”.
  - Memo – Alphanumeric Text with a maximum of 1500 characters.
  - Currency – Numeric, with two decimal positions. Format 9999.99.
  - Integer – Numeric value, a whole number.
- Size – The (numeric) size of the data element
- NewMMARS Notes – Notes specific to the NewMMARS data element.

- MMARS Derivation Notes – Notes specific to translating MMARS document layout data to NewMMARS.
  - H.TEXT – Data element from the header or document section of the MMARS document layout.
  - L.TEXT – Data element from the line or detail section of the MMARS document layout.

### **XML Definitions and Conventions**

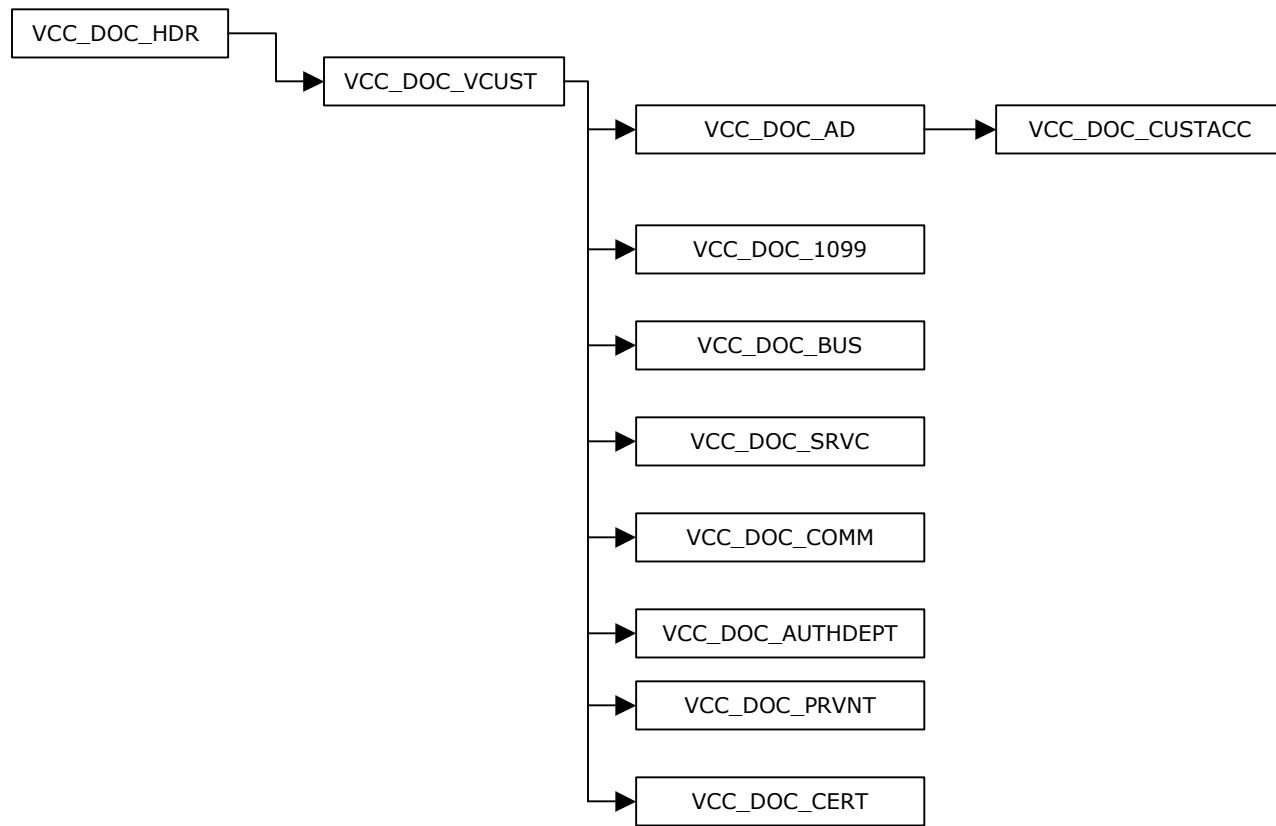
- Root - The NewMMARS XML file and document root declaration identifies required root elements that must contain for the XML file or document (transaction) to load into NewMMARS. The NewMMARS XML file must contain a single root element that contains specified attributes, at the file level. Each document transactions contained within the XML file must also contain a root element that contains the specified attributes, at the document level.
- Attributes - Attributes are name-value pairs that occur inside start-tags after the element name.
- Elements - Elements are the most common form of markup. Delimited by angle brackets, most elements identify the nature of the content they surround. Elements normally begins with a start-tag, <element>, and ends with an end-tag, </element>.
- CDATA Tags - In a document, CDATA instructs the parser to ignore (most) markup characters. Between the start of the section, <![CDATA[ and the end of the section, ]]>, all character data is passed directly to the application, without interpretation. Elements, entity references, comments, and processing instructions are all unrecognized and the characters that comprise them are passed “literally” to the application.

## **1.2. Document Usage**

The Vendor Customer Creation document interface will be used to add a new Vendor and/or Customer to the NewMMARS system. Within NewMMARS, Vendors and Customer will be the same entity, which will be shared by all departments. These entities can be used as just a Vendor, just a Customer, or both. Upon creation, identifying keys will be generated by NewMMARS and returned to the originating department (separate specification). Once the entity has been approved by the Comptroller’s office, other departments will have access to the created Vendor/Customer information via the warehouse.

Once the Vendor/Customer has been created, all changes along with new addresses or new contacts will be handled via the Vendor Customer Modification document interface (separate specification).

### **1.3. Logical Document Component Structure**



## 2. Publishable Specifications

### 2.1. Transaction Layout: Vendor Customer Creation (VCC)

Document Component	Action Code	Component Description	
	OE		
<a href="#"><u>AMS DOCUMENT</u></a>	R	XML file root element	
<a href="#"><u>VCC DOC HDR</u></a>	R	Headquarters' Information	
<a href="#"><u>VCC DOC VCUST</u></a>	R	Vendor Customer	
<a href="#"><u>VCC DOC AD</u></a>	R	Address Information	
<a href="#"><u>VCC DOC CUSTACC</u></a>	CR1	Customer Account Options	
<a href="#"><u>VCC DOC 1099</u></a>	R	1099 Reporting	
<a href="#"><u>VCC DOC BUS</u></a>	CR2	Business Types	
<a href="#"><u>VCC DOC SRVC</u></a>	O	Service Area	
<a href="#"><u>VCC DOC COMM</u></a>	O	Commodities	
<a href="#"><u>VCC DOC AUTHDEPT</u></a>	O	Prevent New Spending	
<a href="#"><u>VCC DOC PRVNT</u></a>	O	Restrict Use	
<a href="#"><u>VCC DOC CERT</u></a>	R	Certification	

R – Required

CR1 – Conditionally Required: Required if the VCC is for a customer.

CR2 – Conditionally Required: Required if the VCC is for a vendor.

O - Optional

## 2.1.1 VCC AMS\_DOCUMENT root element attributes

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Value = "VCUST"	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Value = "VCC"	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Value = "VCC"	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	<ul style="list-style-type: none"> <li>• Must begin with "INTE"</li> <li>• Remaining 16 characters must be used w/ no blanks</li> <li>• Must be unique</li> </ul>	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Examples: <ul style="list-style-type: none"> <li>• DSS</li> <li>• DMH</li> </ul> Must be valid on DEPT.	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		For 'Original Entry' transaction always = "1".	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Examples: <ul style="list-style-type: none"> <li>• 1000</li> <li>• 2000</li> </ul> Must be valid on UNIT.	
DOC_IMPORT_MODE	Document Import Mode	The import mode determining the phase of the document on import.	R	VarChar	4	Value: <ul style="list-style-type: none"> <li>• OE – Original Entry</li> </ul>	

## 2.1.2 VCC Document Component: VCC\_DOC\_HDR

Attribute	Caption	Description	R/C	Type	Size	New MMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_REC_DT_DC	Record Date	The record date manually entered on the document header. If not manually entered, the date becomes the one when the document was submitted successfully.		Date			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_DSCR	Document Description	The description associated with the document.		VarChar	60		
DOC_NM	Document Name	Name for the document.		VarChar	60		
DSCR_EXT	Extended Description	A free-form text field that will hold a large volume of information to be associated with a document component. It is larger than the regular description field, but still limited unlike attachments.		Memo			

### **2.1.3 VCC Document Component: VCC\_DOC\_VCUST**

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>New MMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.		VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_N O	Vendor/ Customer Line Number	The vendor/ customer line number visible to a user that uniquely identifies each vendor/ customer line within a document.	R	Integer		Value: • 1	
ALIAS_NM	Alias/DBA	The alternate name, alias or operating name (doing business as) used to identify the account.		VarChar	60		
LOC_NM	Location Name	The name associated with the location. If you do not provide a location name, the name does not display on reports.		VarChar	60		
ORG_TYP	Organization Type	The type of the organization. Valid values are Individual or Company.	R	Integer		Values: 1 – Individual 2 – Company	
FRST_NM	First Name	For Customers, this is the Customer's First Name.	C	VarChar	14	Required if ORG_TYP = 1 and MID_NM and LAST_NM not provided	
MID_NM	Middle Name	For Customers, this is the Customer's Middle Name.	C	VarChar	14	Required if ORG_TYP = 1 and FRST_NM and LAST_NM not provided	
LAST_NM	Last Name	For Customers, this is the Customer's Last Name.	C	VarChar	30	Required if ORG_TYP = 1 and FRST_NM and MID_NM not provided	
COMP_NM	Company Name	For Vendors, this is the Vendor's Company Name.	C	VarChar	60	Required if ORG_TYP = 2	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
PNT_ACCT_CD	Headquarters Account Code	The identification code assigned to the parent account. Parent accounts are used as references from other records to tie smaller entities to larger entities for reporting purposes. An example of a parent account is IBM International. The subsidiary offices such as IBM Gaithersburg, IBM Alexandria, etc. would use IBM International as their parent account in the parent code field.		VarChar	20		
PNT_ACCT_LGL_NM	Headquarters Account Legal Name	The legal name for the parent account code.		VarChar	60		
PNT_WEB_AD	Web Address http://	The web address for this company/individual.		VarChar	100		
PNT_DUNS_NO	Catalog DUNS	The Dun and Bradstreet account number assigned to the vendor or customer associated with their catalog.		VarChar	9		
FRAN_ACCT_FL	Franchise Account	Indicates if the vendor record is a franchise.		Boolean			
RSTR_USE_FL	Restrict Use by Department	Indicates whether or not spending is restricted for this record. When cleared, all departments can use the vendor and no restrictions apply. When selected, this vendor cannot be used for spending.		Boolean			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
MISC_ACCT_FL	Miscellaneous Account	Indicates this record is for miscellaneous use and does not represent a specific vendor or customer. Because of this, name and address information must be manually entered by users on accounting documents that use miscellaneous codes. The default for this flag on the Vendor/Customer table is unselected. If selected, the record cannot be referenced via the Web Vendor Self Service functionality. Additionally, the <b>Internal</b> , <b>Third Party Only</b> , <b>Third Party Vendor</b> , and <b>Third Party Customer</b> flags cannot be selected. The flag is often replicated down to documents to perform the edits for requiring name and address information.		Boolean			
INT_ACCT_FL	Internal Account	Indicates if this account is an internal account (intergovernmental department). If selected, the miscellaneous, parent, third party vendor, third party customer or third party only flags cannot be selected.		Boolean			
THRD_PTY_ONLY_FL	Third Party Only	Indicates whether this record is a third party record. If so, only name and address information are required, unless either the customer or vendor status is active. Default is null. If the miscellaneous account flag is selected, this flag cannot be selected. If this flag is selected, neither the third party vendor nor third party customer flags can be selected.		Boolean			
THRD_PTY_VEND_FL	Third Party Vendor	Indicates whether this record can be used as a third party for other vendor records. Default is null. If selected, the miscellaneous account and the third party customer flags cannot be selected.		Boolean			
THRD_PTY_CUST_FL	Third Party Customer	Indicates whether this record can be used as a third party for other customer records. Default is null. If selected, the miscellaneous account and the third party vendor flags cannot be selected.		Boolean			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
ORG_CLS	Classification	The classification type associated with the organization. Valid values are: Individual, Sole Proprietorship, Partnership, and Incorporated. You can only enter this field if the organization type is Company.	R	Integer		Values: 1 – Individual 2 – Sole Proprietorship 3 – Partnership 4 – Incorporated 5 – Nonresident Alien 6 – Trust 7 – Foreign 8 – State Government 9 – Other Government 10 – Other	
NO_OF_EMPL	Number of Employees	Indicates the range of the number of employees for the vendor/customer.		Long		Values: 1 – < 50 2 – 51-100 3 – 101-250 4 – 251-500 5 – 501-750 5 – 751-1000 6 – >1000  You can only enter in this field if the organization type is <i>Company</i> . Must be valid in CVL_BUS_SIZE	
MERCHT_CD	Merchant ID	The identification number used by the bank issuing/administering the procurement card transactions.		VarChar	20		
SEX	Sex	Indicates whether the individual is male or female. Only available if the organization type is Individual.		Integer		Values: 1 – Male 2 – Female Must be valid in CVL_SEX	
DOB	Date of Birth	The date of birth for the individual.		Date			
MART_STA	Marital Status	The relation status for this record. Valid values are: <i>Single</i> , <i>Married</i> , <i>Domestic Partner</i> , <i>Divorced</i> , <i>Widowed</i> .		Integer		Values: 1 – Single 2 – Married 3 – Domestic Partner 4 – Divorced 5 – Widowed	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
ANNL_INC	Annual Income	Indicates the annual income range for the vendor/customer. Valid values are: <1 million, 1-2 million, 3-5 million, 5-10 million, 10-20 million, > 20 million. You can only enter this field if the organization type is Company.		Long		Values: 1 – <1 million 2 – 1-2 million 3 – 2-5 million 4 – 5-10 million 5 – 10-20 million 6 - >20 million	
TIN	Taxpayer ID Number	The taxpayer identification number from the 1099 Reporting Information page. If a valid code is not available on the 1099 Reporting Information page, one must be added.	C	VarChar	9	This field is required for a vendor. Check with the OSC Revenue Bureau for a Customer.	
TIN_TYP	Taxpayer ID Number Type	The type associated with the taxpayer identification number. For example: SSN, FEIN, and Not Applicable.	R	VarChar	1	This field is required for a vendor. Check with the OSC Revenue Bureau for a Customer.  Values: 1 – EIN 2 – SSN/ITIN/ATIN  If ORG_TYP = 1, then TIN_TYP must be 2	
W8_FORM	W-8 Form			Integer		Values: 1 – W-8BEN 2 – W-8IMY 3 – W-8EXP 4 – W-8ECI	
TAX_PRFL_CD	Tax Profile	The tax profile code assigned to this record. Must be valid on the Tax Profile page.		VarChar	10		
EBIC_NO	EBIC Number	The EDI Business Identifier Code for the record. EBIC is a code that identifies businesses that issue business identifier codes. The code is used as a prefix to a business identifier to allow the recipient of a business identifier to easily identify the issuing organization as well as any appropriate data validation and verification information.		VarChar	30		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
IAEC_NO	IAEC Number	The International Address Element Code (IAEC) is a code that identifies the component data elements of a name and address. The code is used to improve the distribution of name and address information and to improve the formatting of international addresses for mailing purposes.		VarChar	30		
WEB_AD	Web Address http://	The web address for this company/individual.		VarChar	100		
DISB_CAT	Category	The default disbursement category for disbursement requests generated for this vendor/customer.		VarChar	4		
DFLT_DISB_PRTY	Default Priority	Allows the user to assign a priority to each vendor record to be used during disbursements, so that payments with a higher priority will be disbursed first.		Integer			
DFLT_DISB_FRMT	Default Format	The default disbursement format to be used when generating payments to this record. Must be valid on the Disbursement Format page.		VarChar	4		
SCHED_PYMT_DY	Schedule Payment Day	The specific day of the month for payments to be generated for this record. This field cannot be used in conjunction with the payment lag days field.		Integer			
SNGL_CHK_IND	Single Payment Indicator	Indicates whether disbursement requests should be combined into a single disbursement.		Boolean			
CHK_NM	Name on Check	Indicates which name to print on checks. Valid values are: <i>Legal Name</i> or <i>DBA</i> .		Integer		Values: 1 – Alias/DBA 2 – Legal Name 3 – Both	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
HLD_PYMT_FL	Hold Payment	Indicates whether future payments should be held for this record. If the box is selected, payments to this record have been temporarily suspended. If the box is not selected, payments to this record are processed as normal. This allows payments to be suspended to a record without interrupting the processing of ne		Boolean			
PYBL_AUTH_USID	Hold Payment Authorized By	User ID of the individual authorizing a hold of payments for this record.		VarChar	16		
HLD_REAS	Hold Reason	The reason that payments are being held from a vendor/customer.		Memo			
PRVNT_NEW_SPN_D_IND	Prevent New Spending	Indicates whether to prevent new spending on this record. If selected, you must specify which departments that are not allowed any new spending with the vendor.		Integer		Values: 0 – not Active 1 – for Specific Departments 2 – for All Departments	
ABA_NO	ABA Number	The American Banking Association number assigned to the bank.		VarChar	9		
ACCT_TYP	Account Type	Indicates whether the account is a checking account or a savings account.		Interger		Values: 1 – Saving 2 – Checking	
ACCT_NO	Account Number	The internal identification number assigned to the procurement card.		VarChar	40		
ROUT_ID	Routing ID Number			VarChar	20		
PNOTE_REJ_CD	Prenote Return Reason Code	The code provided by the Automated Clearing House (ACH) Rules book, used to identify the bank's reason for rejecting a vendor during the prenote process.		VarChar	3		
EFT_FRMT	EFT Format	The electronic funds transfer (EFT) format that is applied to EFT transactions generated for this vendor/customer.		VarChar	4		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
EFT_STA	EFT Status	The current status of the electronic funds transfer (EFT) processing. Valid values are: <i>Prenote Requested</i> (user), <i>Prenote Pending</i> (system), <i>Eligible for EFT</i> (system or user), <i>Prenote Rejected</i> (system), <i>Not Eligible for EFT</i> (user), and <i>EFT Hold</i> (user).		Integer			
REJ_HLD_REAS	Hold Reason	The reason for the prenote rejection or the electronic funds transfer (EFT) hold. Only available if the status field is <i>Prenote Rejected</i> or <i>EFT Hold</i> .		Memo			
REMT_ADV_REQ_FL	Remittance Advice Required	Indicates whether a hard copy remittance advice for each electronic funds transfer (EFT) transaction is needed. You can only enter this field if the EFT status is other than <i>Not Eligible for EFT</i> .		Boolean			
REMT_ADV_FRMT	Remittance Advice Format	The default remittance advice format applied to electronic funds transfer (EFT) remittance advice for this record. You can only enter this field if the EFT status is other than <i>Not Eligible for EFT</i> .		VarChar	4		
DISC_1_DY	Number of Days 1	The number of days from the Invoice Date (or Transaction Date if Invoice Date is not entered), that the corresponding Discount Percentage will be used		Integer			
DISC_1_PC	Discount Percent 1	The percentage to be used to calculate the discount amount if the payment is made within the specified number of days.		Decimal			
DISC_ALW_1_FL	Discount Always 1	When selected, indicates that all other subsequent discount terms no longer apply. The discount always applies, even if the number of net days has passed. Default is cleared. Only one of the discount always flags can be selected at any given time.		Boolean			
DISC_2_DY	Number of Days 2	The number of days from the Invoice Date (or Transaction Date if Invoice Date is not entered), that the corresponding Discount Percentage will be used		Integer			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DISC_2_PC	Discount Percent 2	The percentage to be used to calculate the discount amount if the payment is made within the specified number of days.		Decimal			
DISC_ALW_2_FL	Discount Always 2	When selected, indicates that all other subsequent discount terms no longer apply. The discount always applies, even if the number of net days has passed. Default is cleared. Only one of the discount always flags can be selected at any given time.		Boolean			
DISC_3_DY	Number of Days 3	The number of days from the Invoice Date (or Transaction Date if Invoice Date is not entered), that the corresponding Discount Percentage will be used		Integer			
DISC_3_PC	Discount Percent 3	The percentage to be used to calculate the discount amount if the payment is made within the specified number of days.		Decimal			
DISC_ALW_3_FL	Discount Always 3	When selected, indicates that all other subsequent discount terms no longer apply. The discount always applies, even if the number of net days has passed. Default is cleared. Only one of the discount always flags can be selected at any given time.		Boolean			
DISC_4_DY	Number of Days 4	The number of days from the Invoice Date (or Transaction Date if Invoice Date is not entered), that the corresponding Discount Percentage will be used		Integer			
DISC_4_PC	Discount Percent 4	The percentage to be used to calculate the discount amount if the payment is made within the specified number of days.		Decimal			
DISC_ALW_4_FL	Discount Always 4	When selected, indicates that all other subsequent discount terms no longer apply. The discount always applies, even if the number of net days has passed. Default is cleared. Only one of the discount always flags can be selected at any given time.		Boolean			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>New MMARS Notes</b>	<b>MMARS Derivation Notes</b>
DFLT_RECT_TYP	Default Receipt Type	The receipt type that is normally used when payments are received from this vendor/customer. Valid values are: <i>Cash</i> , <i>Check</i> , <i>EFT</i> , and <i>Credit Card</i> . <i>EFT</i> cannot be selected unless the <i>EFT accepted</i> option is selected.		Integer		Values: 1 – Cash 2 – Check 3 – EFT 4 – Credit Card  Must be valid in CVL_RECT_TYP	
DFLT_BPRO	Default Billing Profile	The default billing profile assigned to this record.		VarChar	5		
CA_FNDG_TYP	Cost Account Funding Type	The type of cost accounting funding associated with the record. Valid values are: <i>Federal (Non-CMIA)</i> , <i>Federal (CMIA)</i> , <i>State</i> , <i>Bond</i> , <i>Private</i> , <i>Individual/Company</i> , <i>Local Municipality</i> , <i>Will/Endowment</i> , <i>Other</i> .		Integer		Values: 1 – Federal (NON-CMIA) 2 – Federal (CMIA) 3 – State 4 – Bond 5 – Private Individual/Company 6 – Local Municipality 7 – Will/Endowment 8 – Other 9 – In-kind March  Must be valid in CVL_CA_FNDG_TYP	
CC_TYP	Credit Card Type	The credit card number that corresponds to the credit card type. This field is only available if the default receipt type is <i>Credit Card</i> .		Integer		Values: 1 – Visa 2 – Master Card 3 – American Express 4 – Diners 5 – Discover 6 – Other  Must be valid in CVL_CC_TYP	
CC_NO	Credit Card Number	The credit card number that corresponds to the credit card type. This field is only available if the default receipt type is <i>Credit Card</i> .		VarChar	25		
CARD_HLD_NM	Name on Card	The name as it appears on the credit card. You can only enter this field if the default receipt type is <i>Credit Card</i> .		VarChar	40		
CC_EXPR_MO	Credit Card Expiration Month	The expiration month of the credit card. This field is only available if the default receipt type is <i>Credit Card</i> .		VarChar	3	Must be valid in R_MONTH	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
CC_EXPR_YR	Credit Card Expiration Year	The expiration year of the credit card. This field is only available if the default receipt type is <i>Credit Card</i> .		VarChar	4	Must be valid in R_YEAR	
BILL_PNT_FL	Bill Headquarters	Indicates if the bill should be sent to the parent billing address.		Boolean			
THRD_PTY_CD	Third Party Code	The vendor/customer identification code for the third party.		VarChar	20		
THRD_PTY_APPRV_USID	Third Party Approved By	The name of the individual approving the third party designation.		VarChar	16		
THRD_PTY_REAS	Third Party Reason	The reason for the third party designation.		Meno			
DUNS_NO	Ordering DUNS	The Dun and Bradstreet account number assigned to the vendor or customer.		VarChar	9		
INTRNT_CTLG	Internet Catalog	The web address for the record's online catalog. If your system is configured to use Buysense.com, this field should be populated with data from the Buysense.com system.		VarChar	100		
VSS_REG	VSS Registered			Boolean			
PREF_ORD_METH	Preferred Ordering Method	This field indicated preferred ordering method for this vendor. Valid values are Print or URL.		Long		Values: 1 – Paper 2 – Electronic  Must be valid in CVL_ORD_METH	
PCARD_ACC_LVL	Pcard Acceptance Level	Indicates if the supplier accepts procurement cards, and if so, what level of data exchange they use.		Long		Values: 1 – No PCARD 2 – Amount 3 – Amount + Order Number 4 – Amount + Order Number + Line Detail  Must be valid in CVL_PCARD_ACC_LVL	

## 2.1.4 VCC Document Component: VCC\_DOC\_AD

Attribute	Caption	Description	R/C	Type	Size	New MMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The vendor/ customer line number visible to a user that uniquely identifies each vendor/ customer line within a document.	R	Integer		Value: • 1	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_AD_LN_NO	Address Line Number	The address line number visible to a user that uniquely identifies each address line for the VCUST record	R	Integer		Examples: • 1 • 2	
AD_TYP	Address Type	Indicates the type of address.	R	VarChar	2	Values: BI – Billing OT – Other PA – Payment PR – Procurement WR – Web Registrar  Each vendor record must have at least one PR and one PA address record.	
DIV_DEPT	Division/Department	The name associated with the division or department for this contact/address.		VarChar	30		
ADDL_AD_INFO	Additional Address Info.	This is an optional field that allows free form information to be entered to better describe additional information about the specific address/contact record.		VarChar	60		
EFBGN_DT	Active From	On the Disbursement Parameter and Disbursement Request Line tables, the Check Date (or effective date) will be the issue date printed on a check or warrant. In the case of an Electronic Funds Transfer (EFT), the date is the Effective Date of the electronic payment. On the Required Budget Rule table, the effective date determines when a particular rule will be enforced. The date on a document that is compared to this date is the Record Date.		DATE			
EFEND_DT	Active To	The last date that a particular code, account, or other record type can be used. If the current date is after this effective to date/active to/end date then the code may not be allowed to be used. If no date is supplied for this field, then there is no limit on when the record can last be used under this edit.		DATE			

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DFLT_AD_TYP	Default Record	Indicates if this address is the default address for a given address type. Only one address per address type can be marked as the default record. The record marked as default is used on documents and other processes to infer an address/contact when one is not specified.	C	Boolean		Per AD_TYP, there must be one default address type.	
MAIL_RET_FL	Mail Returned	Indicates if mail sent to this address has been returned to sender.		Boolean			
STR_1_NM	Street 1	The first line of the street address.	R	VarChar	75		
STR_2_NM	Street 2	The second line of the street address.		VarChar	75		
CITY_NM	City	The city name associated with the address.	R	VarChar	60		
ST	Sate/Province	The state or province.	R	VarChar	2		
ZIP	Zip/Postal Code	The zip code associated with the address.	R	VarChar	10		
VOICE_PH_NO	Phone	The telephone number associated with the contact.		VarChar	30		
VOICE_PH_EXT	Phone Extension	The telephone number extension associated with the contact.		VarChar	6		
CNTY_CD	County	The unique identification code associated with the county.		VarChar	5		
CTRY	Country	The unique identification code associated with the country.		VarChar	3		
BYPASS_FL	Bypass Address Validation			Boolean			
CN_AUTO_GEN_FL	Contact Auto-Generate flag			Boolean		If a Principal Contact is being added to this address line, the value must be TRUE.	

Attribute	Caption	Description	R/C	Type	Size	New MMARS Notes	MMARS Derivation Notes
CNTAC_NO			R	VarChar	20	Contact ID for the principal contact name of the person responsible for questions concerning an associated entity. The Contact ID is a required field. If the Contact ID field is not populated when saving the record, then ADVANTAGE will automatically generate one. The generated Contact ID starts with PC001 for each Headquarter account, and increments by one each time a new contact record is added for the Headquarter. Once PC999 is reached the next Contact ID is PC1000.	
PRIN_CNTAC	Principal Contact	The vendor's procurement contact.	R	VarChar	60	Default Values: <b>NONE PROVIDED or Actual Contact Name</b>	
ENG_SP_FL	English Spoken	Indicates if the primary contact speaks English. Default is selected.		Boolean			
ACORSPD_TYP	Correspondence Type	Indicates the vendor's preference for receiving correspondence. Valid values are: <i>E-Mail, Fax, and Postal Service</i> .		Integer		Values: 1 – Email 2 – Fax 3 – Postal Service	
EMAIL_AD	Email	The email address associated with the contact.		VarChar	30		
CNTAC_PH_NO	Phone	Telephone number of the contact person responsible for answering questions concerning an associated entity.	R	VarChar	30	Default Values: <b>NONE PROVIDED or Actual Phone Number</b>	
CNTAC_PH_EXT	Phone Extension	The telephone number extension associated with the contact.		VarChar	6		
ALT_VOICE_PH_NO	Alternate Phone	The alternate telephone number associated with the contact.		VarChar	30		
ALT_VOICE_PH_EXT	Alternate Phone Extension	The alternate telephone extension associated with the contact.		VarChar	6		
FAX_PH_NO	Fax	The fax extension number associated with a contact, be it a vendor, customer, or internal contact.		VarChar	30		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
FAX_PH_EXT	Fax Extension	The optional fax extension number associated with the fax number for a contact, be it a vendor, customer, or internal contact.		VarChar	6		
ALT_FAX_PH_NO	Alternate Fax	The alternate fax number associated with the contact.		VarChar	30		
ALT_FAX_PH_EXT	Alternate Fax Extension	The alternate fax extension associated with the contact.		VarChar	6		
CNTAC_STR_1_NM	Street 1	The first line of the street address for the Principal Contact. When creating a new record, this field can be entered. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	75		
CNTAC_STR_2_NM	Street 2	The second line of the street address for the Principal Contact. When creating a new record, this field can be entered. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	75		
CNTAC_CITY_NM	City	The city name associated with the address of the Principal Contact. This field can be entered when creating a new record. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	60		
CNTAC_ST	State/Province	The state or province for the Principal Contact. This field can be entered when creating a new record. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	2		
CNTAC_ZIP	Zip/Postal Code	The zip code associated with the address for the Principal Contact. When creating a new record, this field can be entered. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	10		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
CNTAC_CNTY_CD	County	The unique identification code associated with the county for the Principal Contact. This field can be entered when creating a new record. Once the record has been saved, this field is protected. To modify this field, use the Master Address page.		VarChar	5		
CNTAC_CTRY	Country	The unique identification code associated with the country for the Principal Contact. This field defaults from the State/Province page.		VarChar	3		
AD_ID	Address ID	The address code or ID given to a unique address for a vendor or a customer. The use of different address codes will allow a single vendor or customer to have multiple addresses.	C	VarChar	5	<p>The address id is only required when establishing a vendor with multiple address types with the same address. Each address type with the same address should have the same address id.</p> <p>For example, if the payment, procurement, and billing addresses are the same, use the same value (i.e. AD001) for each address component and AD_ID. If the procurement and payment addresses are the same, use AD001. If the Billing address is different, use AD002.</p>	

## **2.1.5 VCC Document Component: VCC\_DOC\_CUSTACC**

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_AD_LN_NO	Address Line Number	The address line number visible to a user that uniquely identifies each address line for the VCUST record	R	Integer		Examples: • 1 • 2	
DOC_CUSTACC_LN_NO	Customer Account Line Number	The customer account line number visible to a user that uniquely identifies each customer account line for each address record	R	Integer		Examples: • 1 • 2	
BPRO_CD	Billing Profile	The identification code assigned to the billing profile.	R	VarChar	5	Must be valid on BPRO table.	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DEPT_CD	Department Code	An identification code assigned to an central organizational level element where the decentral structure is set. The department field may be used as an input field on a document, an additional key to another chart of account element, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the department value on a historical record.	R	VarChar	4	Must be valid on BPRO table.	
UNIT_CD	Unit Code	Unit is the lowest organizational level in the main organizational structure. Only sub unit is lower, but it is not necessarily required as unit is. At the unit level, all the organizational elements it reports to are defined so that they are inferred to accounting documents. Unit codes themselves can be values entered on budgeting and accounting documents, keys to business rule tables, and values seen in historical records.	R	VarChar	4	Must be valid on BPRO table.	
BILL_LOC_CD	Billing Location	The location where the receivable is to be sent. Required if the billing type is Invoices, Statements, or Both. Valid values are: <i>Customer Only, Third Party Only, Third Party with Customer Copy, Parent Address Only, or Parent Address with Customer Copy</i> . Default is <i>Customer Only</i> .		VarChar	2		
SPRS_RG_STMT_BILL	Suppress Billing	Indicates if regular billing should be suppressed.		Boolean			
SPRS_PDU_STMT_BILL	Suppress Past Due Billing	Indicates if past due billing should be suppressed.		Boolean			
COLL_CYC_CD	Collection Cycle	The default value of the system wide collection cycle. The value can be set at the system level on System Options and Controls. The value can be overriden for processing at the billing profile level.		VarChar	5		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
ELEC_FILE_TYP	Electronic File Type	A unique code that is associated with a specific type of electronic file, used to execute electronic funds transfers (EFTs).		Integer			
FILE_PFX_ID	File Prefix	Conditional. Required if the Electronic File Type is set to 'FHWA'. The prefix is contained in the electronic file created by the FHWA File Generation process and that is then submitted to the RASPS system. Used for billing to the Federal Highway Administration only.		VarChar	6		
THRD_PTY_CD_1	Third Party 1			VarChar	20		
THRD_PTY_CD_2	Third Party 2			VarChar	20		
THRD_PTY_CD_3	Third Party 3			VarChar	20		
THRD_PTY_CD_4	Third Party 4			VarChar	20		
THRD_PTY_CD_5	Third Party 5			VarChar	20		
THRD_PTY_CD_6	Third Party 6			VarChar	20		
THRD_PTY_CD_7	Third Party 7			VarChar	20		
THRD_PTY_CD_8	Third Party 8			VarChar	20		
THRD_PTY_CD_9	Third Party 9			VarChar	20		
THRD_PTY_CD_10	Third Party 10			VarChar	20		

## 2.1.6 VCC Document Component: VCC\_DOC\_1099

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_1099_LN_NO	1099 Line Number	The 1099 line number visible to a user that uniquely identifies each 1099 line for the vendor/ customer record.	R	Integer		Examples: • 1 • 2	
TIN_NM_1	Name	The name to be used for 1099 reporting purposes. When creating a new record via the "Add a valid TIN Number" option on the Vendor window, the name is defaulted to the vendor name from the Vendor window.		VarChar	40		

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
TIN_NM_2	Names	The name to be used for 1099 reporting purposes. When creating a new record via the "Add a valid TIN Number" option on the Vendor window, the name is defaulted to the vendor name from the Vendor window.		VarChar	40		
TIN_AD	Address	The address associated with the taxpayer identification number used for 1099 reporting purposes. When creating a new record via the "Add a valid TIN Number" option on the Vendor window, the address is defaulted to the vendor address from the Vendor window. Otherwise, no address is defaulted in which case the City and State fields are defaulted if only the Zip code is entered.	C	VarChar	40	This field is required if RPT_1099_FL is True.	
TIN_CITY_NM	City	The city associated with the address of the taxpayer identification number used for 1099 reporting purposes. When creating a new record via the "Add a valid TIN Number" option on the Vendor window, the address is defaulted to the vendor address from the Vendor window. Otherwise, no address is defaulted in which case the City and State fields are defaulted if only the Zip code is entered.	C	VarChar	30	This field is required if RPT_1099_FL is True.	
TIN_ST	State	The state associated with the address of the taxpayer identification number used for 1099 reporting purposes. When creating a new record via the "Add a valid TIN Number" option on the Vendor window, the address is defaulted to the vendor address from the Vendor window. Otherwise, no address is defaulted in which case the City and State fields are defaulted if only the Zip code is entered.	C	Char	2	This field is required if RPT_1099_FL is True.	
TIN_ZIP	Zip Code	Zip code for the address to be reported to the IRS during 1099 reporting.	C	VarChar	10	This field is required if RPT_1099_FL is True.	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
NM_CTRL_CD	Name Control	Name Control to be used for 1099 magnetic media reporting. The system normally defaults this field as the first four characters of the vendor's name, not including the word 'The.'		VarChar	4		
BKUP_WHLD_FL	Backup Withholding	Indicates whether or not backup withholding offsets can be processed in the system. If selected, you must enter the backup withholding rate on System Options and Controls, as well as the backup withholding fund, payable account, and withholding cash account on the System Special Accounts page.		Boolean			
RPT_1099_FL	1099 Reportable	The associated code has been defined as 1099 reportable. All related transactions qualify to be reported to the IRS during the 1099 reporting process.	C	Boolean		RPT_1099_FL must be True if VCC is for a new active vendor.	
RPT_1042_FL	1042-S Reportable			Boolean			
CTRY_CD	Country Code	The unique identification code associated with the country.		VarChar	2		
CTRY_TAX_RT	Country Tax Rate						
WTHHLD_ALLOW	Withholding Allowances			Integer			
INC_CD	Income Code			VarChar	2		
EXMPT_CD	Exemption Code						
RECPNT_CD	Recipient Code			VarChar	2		
BYPASS_FL	Bypass Address Validation						

## 2.1.7 VCC Document Component: VCC\_DOC\_BUS

Attribute	Caption	Description	R/C	Type	Size	New MMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_BUS_LN_NO	Business Type Line Number	The Business Type line number visible to a user that uniquely identifies each business type line for the vendor/ customer record.	R	Integer		Examples: • 1 • 2	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
BUS_TYP	Business Type ID	The Business Type associated with a vendor/customer. Business types are used for vendor/customer registration, bid evaluation, and vendor rotation. Multiple business types can be assigned to an individual vendor/customer. Examples of business types are: dealer, manufacturer, retailer, minority owned, and woman owned.	R	VarChar	4	If the VCC is for a new vendor, a business type record of 'W8/W9 Certified' must be provided.  If the vendor record is Eligible for EFT, a business type of 'EFT Eligible' must be selected.  Must be valid on BTYP.	
CERT_NO	Certification Number	The unique identification number assigned to the insurance certificate.		VarChar	30		
CERT_STRT_DT	Certification Start Date	Certification Start Date		Date			
CERT_END_DT	Certification End Date	Certification End Date		Date			

## 2.1.8 VCC Document Component: VCC\_DOC\_SRVC

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_SRVC_NO	Commodity Component Number		Long				
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_SRVC_LN_NO	Service Area Line Number	The Service Area line number visible to a user that uniquely identifies each service area line for the record	R	Integer		Examples: • 1 • 2	
SRVC_AREA	Service Area	The Service Area ID associated with the Vendor selected on the Vendor/Customer table. Services Areas are used to associate a geographical area with a Vendor/Customer.	IR	Integer		Must be valid on CVL_SRVC_AREA	

### **2.1.9 VCC Document Component: VCC\_DOC\_COMM**

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_N_O	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_COMM_LN_N_O	Commodity Line Number	The Commodity line number visible to a user that uniquely identifies each commodity line for the record	R	Integer		Examples: • 1 • 2	
COMM_CD	Commodity	The identification code assigned to the commodity.		VarChar	14	Must be valid on COMM.	

## 2.1.10 VCC Document Component: VCC\_DOC\_AUTHDEPT

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
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<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_AUTHDEPT_LN_NO	Authorized Dept. Line Number	The Authorized Dept line number visible to a user that uniquely identifies each Authorized line for the record	R	Integer		Examples: • 1 • 2	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DEPT_CD	Department	An identification code assigned to an central organizational level element where the decentral structure is set. The department field may be used as an input field on a document, an additional key to another chart of account element, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the department value on a historical record.	R	VarChar	4	Must be valid on DEPT table.	
AUTH_USID	Authorized By	The user ID of the person making the authorization.	R	VarChar	16		

### 2.1.11 Document Component: VCC\_DOC\_PRVNT

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_PRVNT_LN_NO	Prevent Spending Line Number	The Prevent Spending line number visible to a user that uniquely identifies each prevent spending line for the record	R	Integer		Examples: • 1 • 2	
DEPT_CD	Department	An identification code assigned to an central organizational level element where the decentral structure is set. The department field may be used as an input field on a document, an additional key to another chart of account element, a selection criteria on a parameter table, a key to a specific business rule on a control table, a field to be inferred on a document, or the department value on a historical record.	R	VarChar	4	Must be valid on DEPT.	
AUTH_USID	Authorized By	The user ID of the person making the authorization.		VarChar	16		

### 2.1.12 Document Component: VCC\_DOC\_CERT

Attribute	Caption	Description	R/C	Type	Size	NewMMARS Notes	MMARS Derivation Notes
DOC_CAT	Document Category	The category in which the document is located.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_TYP	Document Type	The type of document, defined in the Document Type table. Each document code must be assigned a document type.	R	VarChar	8	Same as in AMS_DOCUMENT	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
DOC_CD	Document Code	The alpha-numeric identification code assigned to the document on the Document Control table. Each document code must be unique within the application. The document code is a required field when creating a new document. It also may be a selection criteria on a parameter table, a key to a specific business rule on a control table, or the document code recorded on a historical record.	R	VarChar	8	Same as in AMS_DOCUMENT	
DOC_ID	Document Id	The department code assigned to this document.	R	VarChar	20	Same as in AMS_DOCUMENT	
DOC_DEPT_CD	Department Code	The document code and number that is either manually assigned or automatically generated by the system if you do not enter this information. The version number is assigned automatically. Duplicate document identification numbers are not allowed in the system.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VERS_NO	Document Version Number	The version number assigned to this document. The version is incremented with each modification draft and after with a cancellation.	R	Integer		Same as in AMS_DOCUMENT	
DOC_UNIT_CD	Unit Code	The unit code associated with this document.	R	VarChar	4	Same as in AMS_DOCUMENT	
DOC_VCUST_LN_NO	Vendor/ Customer Line Number	The Vendor/ Customer line number visible to a user that uniquely identifies each address line for the record	R	Integer		Value: • 1	
DOC_CERT_LN_NO	Certification Line Number	The Certification line number visible to a user that uniquely identifies each certification line for the record	R	Integer		Examples: • 1 • 2	

<b>Attribute</b>	<b>Caption</b>	<b>Description</b>	<b>R/C</b>	<b>Type</b>	<b>Size</b>	<b>NewMMARS Notes</b>	<b>MMARS Derivation Notes</b>
VEND_ACT_STA	Vendor Active Status	The active status of the record. Valid values are: <i>Active</i> , <i>Inactive</i> , <i>Suspended</i> , <i>Discontinued</i> , <i>Debarred</i> , and <i>Delete</i> . Default is <i>Inactive</i> . If <i>Delete</i> is selected, the record is deleted when the off-line delete process is executed.	C	Integer		Values: 0 – N/A 1 – Inactive 2 – Active 3 – Suspended 4 – Discontinued 5 – Debarred 6 – Delete  Must be '2' if VCC is for new vendor.	
VEND_APPR_STA	Vendor Approval Status	The approval status of the record. Valid values are: <i>Incomplete</i> , <i>Reviewed</i> , and <i>Complete</i> . Default is <i>Incomplete</i> . <i>Reviewed</i> indicates the information has been reviewed, but the record is not yet ready for use in the system for purchases/payments. <i>Complete</i> indicates all information has been reviewed and approved for use.	C	Integer		Values: 0 – N/A 1 – Incomplete 2 – Reviewed 3 – Complete  Must be '3' if VCC is for new vendor.	
CUST_ACT_STA	Customer Active Status	The active status of the record. Valid values are: <i>Active</i> , <i>Inactive</i> , <i>Suspended</i> , <i>Discontinued</i> , <i>Debarred</i> , and <i>Delete</i> . Default is <i>Inactive</i> . If <i>Delete</i> is selected, the record is deleted when the offline delete process is executed.	C	Integer		Values: 0 – N/A 1 – Inactive 2 – Active 3 – Suspended 4 – Discontinued 5 – Debarred 6 – Delete  Must be '2' if VCC is for new customer.	
CUST_APPR_STA	Customer Approval Status	The approval status of the record. Valid values are: <i>Incomplete</i> , <i>Reviewed</i> , and <i>Complete</i> . Default is <i>Incomplete</i> . <i>Reviewed</i> indicates the information has been reviewed, but the record is not yet ready for use in the system for purchases/payments. <i>Complete</i> indicates all information has been reviewed and approved for use.	C	Integer		Values: 0 – N/A 1 – Incomplete 2 – Reviewed 3 – Complete  Must be '3' if VCC is for new customer.	

## 2.1.13 VCC Example 1 – XML layout for new vendor

This example is for a new VCC to add a new vendor code to NewMMARS. The record is for company "NewMMARS Inc.", with EIN "000112222" and two addresses (one procurement and one payment).

```
<AMS_DOC_XML_IMPORT_FILE VERSION="1.0">
  <AMS_DOCUMENT DOC_CAT="VCUST" DOC_TYP="VCC" DOC_CD="VCC" DOC_DEPT_CD="ABC" DOC_UNIT_CD="1000"
DOC_ID="INTF_2004_0000000001" DOC_VERS_NO="1" DOC_IMPORT_MODE="OE">
    <VCC_DOC_HDR AMSDataObject="Y">
      <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
      <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
      <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
      <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
      <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
      <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
      <DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
    </VCC_DOC_HDR>
    <VCC_DOC_VCUST AMSDataObject="Y">
      <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
      <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
      <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
      <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
      <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
      <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
      <DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
      <DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
      <ORG_TYP Attribute="Y"><![CDATA[2]]></ORG_TYP>
      <COMP_NM Attribute="Y"><![CDATA[NewMMARS Inc.]]></COMP_NM>
      <ORG_CLS Attribute="Y"><![CDATA[4]]></ORG_CLS>
      <TIN Attribute="Y"><![CDATA[000112222]]></TIN>
      <TIN_TYP Attribute="Y"><![CDATA[1]]></TIN_TYP>
    </VCC_DOC_VCUST>
    <VCC_DOC_CERT AMSDataObject="Y">
      <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
      <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
      <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
      <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
      <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
```

```

<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
<DOC_CERT_LN_NO Attribute="Y"><![CDATA[1]]></DOC_CERT_LN_NO>
<VEND_ACT_STA Attribute="Y"><![CDATA[2]]></VEND_ACT_STA>
<VEND_APRV_STA Attribute="Y"><![CDATA[3]]></VEND_APRV_STA>
<CUST_ACT_STA Attribute="Y"><![CDATA[0]]></CUST_ACT_STA>
<CUST_APRV_STA Attribute="Y"><![CDATA[0]]></CUST_APRV_STA>
</VCC_DOC_CERT>
<VCC_DOC_AD AMSDataObject="Y">
  <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
  <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
  <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
  <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
  <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
  <DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
  <DOC_AD_LN_NO Attribute="Y"><![CDATA[1]]></DOC_AD_LN_NO>
  <DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
  <AD_ID Attribute="Y"><![CDATA[AD001]]></AD_ID>
  <AD_TYP Attribute="Y"><![CDATA[PR]]></AD_TYP>
  <STR_1_NM Attribute="Y"><![CDATA[One Ashburton]]></STR_1_NM>
  <STR_2_NM Attribute="Y"><![CDATA[null]]></STR_2_NM>
  <CITY_NM Attribute="Y"><![CDATA[Boston]]></CITY_NM>
  <ST Attribute="Y"><![CDATA[MA]]></ST>
  <ZIP Attribute="Y"><![CDATA[02108]]></ZIP>
  <VOICE_PH_NO Attribute="Y"><![CDATA[617-973-0000]]></VOICE_PH_NO>
  <CTRY Attribute="Y"><![CDATA[USA]]></CTRY>
</VCC_DOC_AD>
<VCC_DOC_AD AMSDataObject="Y">
  <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
  <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
  <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
  <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
  <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
  <DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
  <DOC_AD_LN_NO Attribute="Y"><![CDATA[2]]></DOC_AD_LN_NO>

```

```

<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
<AD_ID Attribute="Y"><![CDATA[AD001]]></AD_ID>
<AD_TYP Attribute="Y"><![CDATA[PA]]></AD_TYP>
<STR_1_NM Attribute="Y"><![CDATA[One Ashburton]]></STR_1_NM>
<STR_2_NM Attribute="Y"><![CDATA[null]]></STR_2_NM>
<CITY_NM Attribute="Y"><![CDATA[Boston]]></CITY_NM>
<ST Attribute="Y"><![CDATA[MA]]></ST>
<ZIP Attribute="Y"><![CDATA[02108]]></ZIP>
<VOICE_PH_NO Attribute="Y"><![CDATA[617-973-0000]]></VOICE_PH_NO>
<VOICE_PH_EXT Attribute="Y"><![CDATA[null]]></VOICE_PH_EXT>
<CNTY_CD Attribute="Y"><![CDATA[null]]></CNTY_CD>
<CTRY Attribute="Y"><![CDATA[USA]]></CTRY>
</VCC_DOC_AD>
<VCC_DOC_BUS AMSDataObject="Y">
<DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
<DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
<DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
<DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
<DOC_BUS_LN_NO Attribute="Y"><![CDATA[1]]></DOC_BUS_LN_NO>
<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
<BUS_TYP Attribute="Y"><![CDATA[W9]]></BUS_TYP>
</VCC_DOC_BUS>
<VCC_DOC_1099 AMSDataObject="Y">
<DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
<DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
<DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000001]]></DOC_ID>
<DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
<DOC_1099_LN_NO Attribute="Y"><![CDATA[1]]></DOC_1099_LN_NO>
<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
<TIN_NM_1 Attribute="Y"><![CDATA[Interface Inc]]></TIN_NM_1>
<TIN_NM_2 Attribute="Y"><![CDATA[null]]></TIN_NM_2>
<TIN_AD Attribute="Y"><![CDATA[One Ashburton]]></TIN_AD>

```

```

<TIN_CITY_NM Attribute="Y"><![CDATA[Boston]]></TIN_CITY_NM>
<TIN_ST Attribute="Y"><![CDATA[MA]]></TIN_ST>
<TIN_ZIP Attribute="Y"><![CDATA[02108]]></TIN_ZIP>
<RPT_1099_FL Attribute="Y"><![CDATA[true]]></RPT_1099_FL>
</VCC_DOC_1099>
</AMS_DOCUMENT>
</AMS_DOC_XML_IMPORT_FILE>

```

### **2.1.14 VCC Example 2 – XML layout for new customer**

*This example is for a new VCC to add a new customer code to NewMMARS. The record is for the customer John Peter Smith with SSN "012345678", a billing address and a customer account.*

```

<AMS_DOC_XML_IMPORT_FILE VERSION="1.0">
<AMS_DOCUMENT DOC_CAT="VCUST" DOC_TYP="VCC" DOC_CD="VCC" DOC_DEPT_CD="ABC" DOC_UNIT_CD="1000"
DOC_ID="INTF_2004_0000000002" DOC_VERS_NO="1" DOC_IMPORT_MODE="OE">
<VCC_DOC_HDR AMSDataObject="Y">
<DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
<DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
<DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000002]]></DOC_ID>
<DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
</VCC_DOC_HDR>
<VCC_DOC_VCUST AMSDataObject="Y">
<DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
<DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
<DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000002]]></DOC_ID>
<DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
<ORG_TYP Attribute="Y"><![CDATA[1]]></ORG_TYP>
<FRST_NM Attribute="Y"><![CDATA[John]]></FRST_NM>
<MID_NM Attribute="Y"><![CDATA[Peter]]></MID_NM>
<LAST_NM Attribute="Y"><![CDATA[Smith]]></LAST_NM>

```

```

<ORG_CLS Attribute="Y"><![CDATA[1]]></ORG_CLS>
<TIN Attribute="Y"><![CDATA[012345678]]></TIN>
<TIN_TYP Attribute="Y"><![CDATA[2]]></TIN_TYP>
</VCC_DOC_VCUST>
<VCC_DOC_CERT AMSDataObject="Y">
<DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
<DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
<DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000002]]></DOC_ID>
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<STR_2_NM Attribute="Y"><![CDATA[null]]></STR_2_NM>
<CITY_NM Attribute="Y"><![CDATA[Boston]]></CITY_NM>
<ST Attribute="Y"><![CDATA[MA]]></ST>
<ZIP Attribute="Y"><![CDATA[02108]]></ZIP>
<VOICE_PH_NO Attribute="Y"><![CDATA[617-973-0000]]></VOICE_PH_NO>
<CTRY Attribute="Y"><![CDATA[USA]]></CTRY>
</VCC_DOC_AD>

```

```

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  <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
  <DOC_ID Attribute="Y"><![CDATA[INTF_2004_0000000002]]></DOC_ID>
  <DOC_DEPT_CD Attribute="Y"><![CDATA[ABC]]></DOC_DEPT_CD>
  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
  <DOC_VCUST_LN_NO Attribute="Y"><![CDATA[1]]></DOC_VCUST_LN_NO>
  <DOC_AD_LN_NO Attribute="Y"><![CDATA[1]]></DOC_AD_LN_NO>
  <DOC_CUSTACC_LN_NO Attribute="Y"><![CDATA[1]]></DOC_CUSTACC_LN_NO>
  <DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
  <BPRO_CD Attribute="Y"><![CDATA[0001]]></BPRO_CD>
  <DEPT_CD Attribute="Y"><![CDATA[ABC]]></DEPT_CD>
  <UNIT_CD Attribute="Y"><![CDATA[1000]]></UNIT_CD>
  <BILL_TYP Attribute="Y"><![CDATA[C]]></BILL_TYP>
</VCC_DOC_CUSTACC>
<VCC_DOC_1099 AMSDataObject="Y">
  <DOC_CAT Attribute="Y"><![CDATA[VCUST]]></DOC_CAT>
  <DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
  <DOC_CD Attribute="Y"><![CDATA[VCC]]></DOC_CD>
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  <DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
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  <TIN_NM_2 Attribute="Y"><![CDATA[null]]></TIN_NM_2>
  <TIN_AD Attribute="Y"><![CDATA[One Ashburton]]></TIN_AD>
  <TIN_CITY_NM Attribute="Y"><![CDATA[Boston]]></TIN_CITY_NM>
  <TIN_ST Attribute="Y"><![CDATA[MA]]></TIN_ST>
  <TIN_ZIP Attribute="Y"><![CDATA[02108]]></TIN_ZIP>
</VCC_DOC_1099>
</AMS_DOCUMENT>
</AMS_DOC_XML_IMPORT_FILE>

```

## **2.1.15 VCC Example 3 – XML layout for new vendor/customer, billing address different from procurement and payment addresses.**

*This example is for a new VCC to add a new vendor/customer code to NewMMARS. The record is for company "NewMMARS Inc.", with EIN "000442222" and two addresses (one procurement and one payment).*

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DOC_ID="INTF_2004_000000003" DOC_VERS_NO="1" DOC_IMPORT_MODE="OE">
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<DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
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<DOC_UNIT_CD Attribute="Y"><![CDATA[1000]]></DOC_UNIT_CD>
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<COMP_NM Attribute="Y"><![CDATA[NewMMARS Inc.]]></COMP_NM>
<ORG_CLS Attribute="Y"><![CDATA[4]]></ORG_CLS>
<TIN Attribute="Y"><![CDATA[000442222]]></TIN>
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<VCC_DOC_CERT AMSDataObject="Y">
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<DOC_TYP Attribute="Y"><![CDATA[VCC]]></DOC_TYP>
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<DOC_CERT_LN_NO Attribute="Y"><![CDATA[1]]></DOC_CERT_LN_NO>
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<VEND_APRV_STA Attribute="Y"><![CDATA[3]]></VEND_APRV_STA>
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<CUST_APRV_STA Attribute="Y"><![CDATA[3]]></CUST_APRV_STA>
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  <CITY_NM Attribute="Y"><![CDATA[Boston]]></CITY_NM>
  <ST Attribute="Y"><![CDATA[MA]]></ST>
  <ZIP Attribute="Y"><![CDATA[02108]]></ZIP>
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  <DOC_VERS_NO Attribute="Y"><![CDATA[1]]></DOC_VERS_NO>
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  <DEPT_CD Attribute="Y"><![CDATA[ABC]]></DEPT_CD>
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<TIN_ZIP Attribute="Y"><![CDATA[02108]]></TIN_ZIP>
<RPT_1099_FL Attribute="Y"><![CDATA[true]]></RPT_1099_FL>
</VCC_DOC_1099>
</AMS_DOCUMENT>
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